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Office Memorandum • UNITED STATES GOVERNMENT

25X1A9A TO :

DATE: 16 October 1961

FROM : PPS

SUBJECT: Material for OTR History

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At the end of the first 4 1/2 weeks of the current semester of the VLTP, there are still 184 students attending classes. Twenty-three have dropped out since the first week; this does not include 12 to 15 who never attended classes. This has been a real shakedown.

The classrooms in Arlington Towers are being utilized at approximately 85% of full capacity. Scheduling of any additional classes will have to be done around room vacancies or in other localities.

From OS: The Records Officers Course ended 4 October. In view of the problems encountered in this "trial run", it is OTR's opinion that the controversies in the field of records, particularly the concepts, should be resolved in the Clandestine Services before a Records Officers Course is offered again. A course report will be written as soon as all the critiques have been received by Headquarters Training, OS.

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Mr. reported for duty to Covert Training on 10 October.

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From contract is 26% complete--progress satisfactory. ✓

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Mr. is expected to report this week for PCS assignment with the Ops Branch

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From A&E: Mrs. transferred to Research Division, TSD, on 9 October.

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JOB NO. SER. NO. FILE NO. DOC. NO. **55** NO CHANGE
IN CLASS/ (ORIGIN) ASSIGNED TO: TS & RET. JUST. **22**
NEXT REV DATED **09** BY DATE **4/12/70** REVIEWED BY DOC. **03**
NO. PGS / CREATION DATE ORG COMP / JRG CLASS. **3**
REV CLASS. **C** REV COORD. AUTH: NR 70-3

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